

**Texas Board of Occupational Therapy Examiners**  
**BOARD MEETING MINUTES**  
Videoconference Call  
May 5, 2023  
1801 Congress Ave Ste 10.900  
Austin, TX 78701  
8:30 AM

**Members Present:** Estrella Barrera, OTR, MOT  
Blanca Cardenas, Public Member  
Jennifer Clark, COTA  
Karen Gardner, OTR, Secretary  
Eddie Jessie, Public Member  
Stephanie Johnston, OTR, OTD, FAOTA, Chair  
Sally Harris King, COTA  
Todd Novosad, OTR, Vice Chair

**Members Absent:** Jacob Boggus, Public Member

**Counsel Present:** Rosalind Hunt, Assistant Attorney General

**Staff Present:** Amy Carter, Director of Enforcement  
Randall Glines, Staff Services Officer  
Ralph Harper, Executive Director  
Don Meshell, Investigator  
Priscilla Sendero, Investigator  
Lea Weiss, OT Coordinator  
Cynthia Welch, Investigator

**The Texas Board of Occupational Therapy Examiners may discuss and/or take action on any of the following agenda items. The Board may go into executive session on any agenda item listed below as authorized by the Open Meetings Act, Texas Government Code Chapter 551.**

**1. Call to Order**

The meeting was called to order at 8:34 AM by Stephanie Johnston, Presiding Officer, who was physically present at the location of the meeting open to the public. She called the roll and announced that a quorum existed.

**2. Excusing Board Member absences**

**Motion:** To approve the excuse of Jacob Boggus for his absence at the meeting

**Made by:** Jennifer Clark

**Second by:** Eddie Jessie

**Motion passed.**

**3. Public Comment**

There was no public comment.

**4. Minutes of February 3, 2023**

**Motion: To approve the minutes**

**Made by: Todd Novosad**

**Second by: Sally Harris King**

**Motion passed.**

**5. Executive Director's Report concerning fiscal and budgetary matters, performance measures, ongoing projects, agency personnel matters, Executive Council activity, recent and current legislative sessions, and other agency business**

Ralph Harper briefed the Board on fiscal and budgetary matters, performance measures, agency personnel matters, Executive Council activity, and the current legislative session. Ralph Harper also noted updates regarding the agency's Continuity of Operations Plan (COOP) and continuing technological advancements.

**6. Investigation Committee Report concerning:**

**A. Agreed Orders for case #s: 22-075, 22-279, 22-313, 23-025, 23-052, 23-054, 23-056, 23-063, 23-064, 23-095, 23-096, 23-097, 23-098, 23-099, 23-100, 23-103, 23-104, 23-105, 23-106, 23-107, 23-108, 23-109, 23-115, 23-119, 23-127, 23-141, and 23-163**

Amy Carter presented motions from the Investigation Committee to approve agreed orders for the following case numbers: 22-279, 23-054, 23-095, 23-098, 23-103, 23-104, 23-106, 23-107, 23-108, 23-096, 23-105, 23-097, 23-109, 23-163, 22-313, 23-052, 23-115, 23-127, 23-056, 23-119, 23-063, 23-141, 23-025, 23-064, and 22-075.

The Board approved the agreed orders.

Agreed orders for the remaining cases were not presented to the Board.

**B. Number of cases reviewed, Agreed Orders issued, informal conferences, and other investigative matters discussed during the Investigation Committee Meeting of March 6, 2023**

Amy Carter reported that one hundred one cases were reviewed by the Investigation Committee at the March 6, 2023, meeting. Twenty-seven orders were issued by the Investigation Committee, twenty five of which were accepted. Nine informal conferences were held.

**C. Performance measures, on-site investigation visits, school presentations, and other investigative activities that have occurred between this meeting and the Board's last meeting**

Amy Carter reported on performance measures, on-site investigation visits, school presentations, and other investigative activities that have occurred between this meeting and the Board's last meeting.

**7. Education Committee report concerning continuing education requirements, including changes to continuing education requirements in 40 Texas**

**Administrative Code (TAC) Chapter 367, Continuing Education, including with regard to the following:**

- A. The definition of continuing education**
- B. Acceptable and unacceptable continuing education activities**
- C. Categories of continuing education activities**
- D. Continuing education documentation**
- E. Legislative activity during the 88<sup>th</sup> Legislative Session**

Todd Novosad and Lea Weiss briefed the Board concerning the Committee's discussion regarding continuing education requirements, including possible future changes to continuing education requirements, and requirements regarding continuing education in the OT Act. They noted that the Committee did not recommend any proposed changes at the meeting, though the Committee had discussed continuing at upcoming meetings its discussion concerning recommending possible changes. Lea Weiss also addressed continuing education requirements and legislative activity during the 88<sup>th</sup> Legislative Session.

**8. OT Coordinator's Report, concerning developments in the field of occupational therapy and updates regarding regulatory matters in occupational therapy, including Board licensing, CE audit, and entry-level occupational therapy accreditation statistics and updates; recent and developing legislation; and trends and developments in occupational therapy regulations**

Lea Weiss reported on Board licensing, CE audit, entry-level occupational therapy accreditation statistics and updates, and pending legislation during the current Texas legislative session.

**9. Presiding Officer's Report, concerning developments in the field of occupational therapy and updates regarding regulatory matters in occupational therapy, including trends and developments in occupational therapy regulations, practice, standards, and guidelines; Board and committee appointment updates; and regulatory conferences and events**

Stephanie Johnston addressed developments in the field of occupational therapy and board appointment updates.

**10. Future Board meeting dates and agenda items for future consideration**

Stephanie Johnston noted that board meetings had been scheduled for August 4, 2023; October 27, 2023; February 2, 2024; and May 3, 2024, with possible committee meetings to be held August 3 and 4, 2023; October 26 and 27, 2023; February 1 and 2, 2024; and May 2 and 3, 2024.

**11. Adjournment**

The Board adjourned at 10:19 AM.

**Minutes approved on:** August 4, 2023